



## REORGANIZATION DECISION MEMORANDUM

*The decision memorandum must be completed, signed by the Assistant Administrator/ Regional Administrator, submitted to Troy Bixton, Office of Human Resources, Policy, Planning and Training Division and the designated HR Shared Service Center Representative via **email and hardcopy** for review. If there are questions regarding this form, please refer to the agency's reorganization website for additional information at:  
<http://intranet.epa.gov/ohr/programs/reorg/steps.htm>*

*NOTE: Signing of this memorandum prior to stakeholder reviews does not confirm that the AA/RA agrees to any comments received pending final stakeholder comments.*

### MEMORANDUM

**DATE:** August 16, 2016

**SUBJECT:** Resource Conservation and Sustainability Division, Office of Resource Conservation and Recovery, Office of Land and Emergency Management Reorganization Proposal — **REORGANIZATION DECISION MEMORANDUM**

**FROM:** Barnes Johnson, Director, Office of Resource Conservation and Recovery, Office of Land and Emergency Management

**TO:** Mathy Stanislaus, Assistant Administrator, Office of Land and Emergency Management

### NEED

This proposed reorganization of branches within the Resource Conservation and Recovery Division (RCSD) of the Office of Resource Conservation and Recovery (ORCR), Office of Land and Emergency Management (OLEM) reduces the number of branches from four to three and defines and realigns functions among the branches. The reorganization is needed to allow the division to more effectively and efficiently implement the Agency's Sustainable Materials Management Program. The reorganization addresses three issues: 1) a reduction in staff and resources over the past seven years resulting in very small branches and a high supervisor-to-staff ratio; 2) a complete change in the program the Division implements resulting in jumbled responsibilities, lines of authority, and lines of communication; and 3) significant changes in the Division's goals and techniques requiring a structure with clearer roles, responsibilities, and expertise.

## **PROPOSAL**

**Proposed Change:** The proposed reorganization change reduces the number of branches within the division from four to three and defines and realigns functions among the branches. The proposed reorganization reduces the number of management positions in the division by one branch chief and clarifies the remaining three branches' functions, roles, and responsibilities. No other changes are proposed.

**Key Discussions To Date:** ORCR/OLEM has discussed the proposal at length with experts in OARM's Office of Human Resources, including the Workforce Planning Branch and the Cincinnati Human Resources Shared Service Center. Several drafts were developed to address points raised.


## **REVIEW AND ANALYSIS**

RCSD/ORCR/OLEM participated in two Joint Advisory Meetings (JAMs) with experts in OARM's Office of Human Resources, including the Workforce Planning Branch and the Cincinnati Human Resources Shared Service Center, to receive comments on the proposal. All comments received have been addressed.

## **RECOMMENDATION**

I have received notice from the Office of Administration and Resources Management's Office of Human Resources that all comments have been satisfactorily resolved and the proposal is ready for approval.

Approved: \_\_\_\_\_

 PDAA, for  
Mathy Stanislaus, Assistant Administrator, OLEM

Date: \_\_\_\_\_

8/16/2016

## **Attachment:**

Reorganization Proposal Form





## REORGANIZATION PROPOSAL

*The Reorganization Proposal form must be completed, **signed by your Assistant Administrator/Regional Administrator**, and submitted to Troy Boxton, OARM, Office of Human Resources, Policy, Planning and Training Division and to your designated HR Shared Service Center Representative via **email** for review. Please complete this form in its entirety and submit with all required documents and approvals; forms are available at <http://intranet.epa.gov/ohr/programs/reorg/start.htm>.*

### A. CONCISE STATEMENT OF CHANGE

**1. Provide an executive summary that succinctly explains the proposed change(s) (one paragraph or less).**

The proposed change reorganizes the Office of Land and Emergency Management (OLEM) Office of Resource Conservation and Recovery (ORCR) Resource Conservation and Sustainability Division (RCSD) from four to three branches and defines and realigns functions. The realigned structure will allow RCSD to more effectively and efficiently implement the Agency's Sustainable Materials Management Program. The reorganization addresses three issues: 1) a reduction in staff and resources over the past seven years resulting in very small branches and a high supervisor-to-staff ratio; 2) a complete change in the program the Division implements resulting in jumbled responsibilities, lines of authority, and lines of communication; and 3) significant changes in the Division's goals and techniques requiring a structure with clearer roles, responsibilities, and expertise. The proposed structure streamlines management, increases clarity of branches' and teams' roles and responsibilities, improves opportunities for collaboration, and allows flexibility to address evolving support needs and implementation areas.

**2. Describe the title(s) of the unit(s) affected.**

The unit affected is the Resource Conservation and Sustainability Division (RCSD) of the Office of Resource Conservation and Recovery (ORCR) in the Office of Land and Emergency Management (OLEM). The RCSD Branches affected are:

- Current Branches:
  - Chemicals Management Branch
  - Industrial Materials Reuse Branch
  - Material Conservation and Recycling Branch
  - Municipal Source Reduction Branch
- Proposed Branches:
  - Sustainable Materials Branch
  - Materials Management Branch
  - Resource Conservation Branch

**3. Explain the change purpose (e.g., whether the change is due to a new legislative authority, new program authority or shifts in program emphasis).**

The purpose of the reorganization is to realign and streamline the Division to effectively and efficiently implement the Sustainable Materials Management Program. The proposed new organization is better suited to the focused, but dynamic, SMM Program which is very different



## REORGANIZATION PROPOSAL

from the previous program for which the current structure was designed. The realigned structure will also allow collaboration where the branches in the Division support each other's work. This reorganization allows RCSD to use its resources most efficiently and effectively by clearly defining support and implementation roles and responsibilities, allowing flexibility in changing and evolving functions, and streamlining communication and management.

**4. Discuss the progress to date based on communications with level approvers and discussions with stakeholders, unions, SSCs, etc.**

RCSD discussed options for reorganization with ORCR's Director and Deputy Director several times over the last year. They are supportive of the reorganization. RCSD previously held two half-day all-hands meetings to identify and gather staff input on the work areas of the Division, workload, priorities, directions, and what work should be continued, slowed down, or stopped. These discussions were taken into consideration in designing the proposed structure.

ORCR and RCSD participated in two Joint Advisory Meetings (JAM) with experts in OARM's Office of Human Resources, including the Workforce Planning Branch and the Cincinnati Human Resources Shared Service Center to receive comments on the proposal. Those comments have been addressed.

Next steps include union notification, discussions with staff, and discussions with next level approvers.

**5. Describe the benefits of this change(s) to the agency (e.g., increased accountability, enhanced communication and coordination, improved efficiency).**

The proposed new organizational structure will streamline the number of branches in the Division, clearly identify organizational roles and responsibilities among the branches and teams, clarify areas of collaboration among teams, and support development of areas of staff expertise. The change will result in more efficient and effective implementation of the Sustainable Materials Management Program. The basis for this is clearer lines of responsibility and communication, increased opportunities for collaboration and information sharing, increased opportunity for development of staff expertise, and faster response to customers' needs due to a more nimble and flexible structure.

**6. Is there an impact between AA/RA offices, between offices within an AA office or between Regional divisions?**

There will be no organizational impact between other offices. It is anticipated that communication, coordination, and awareness of accountability with other offices will improve.



**B. ANALYSIS OF IMPACT ON PERSONNEL**

1. Will there be an impact on the supervisor-to-staff ratio at the AAship/RAship level? (Contact your HRO/PMO for the current ratio). ☐ No ☒ Yes

If yes, please explain and include your present AAship/RAship supervisor-to-staff ratio: 1:6.69; and the proposed AAship/RAship supervisor-to-staff ratio 1:6.80.

One Branch Chief position will be eliminated, thus the overall AAship supervisor-to-staff ratio will change minimally.

2. Will this proposed reorganization: (a) Eliminate positions; (b) Cause a reduction in force; (c) Change how positions are graded; (d) Add new functional units; or (e) Support a VERA/VSIP? ☐ No ☒ Yes

If yes, please explain.

One existing branch chief (14/15) position will be eliminated.

3. Will there be an impact on the diversity of the organization? ☒ No ☐ Yes

If yes, please explain.

**C. ADMINISTRATIVE ISSUES** *(Failure to address all administrative issues may result in a delay in the implementation of the reorganization.)*

1. Will there be any physical moves of staff? ☐ No ☒ Yes

If yes, please explain.

One (currently empty) branch chief office that will be unnecessary due to the elimination of one branch chief position will be made available to staff through the standard space allocation process.

2. Will new space be required? ☒ No ☐ Yes

If so, have all technical (computer, telecommunications, etc.) needs been assessed?

3. Will the reorganization require new information systems/technologies, or significant changes to existing ones, and (if so) has it been acquired? ☒ No ☐ Yes

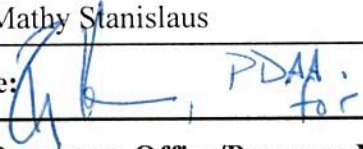

If yes, please explain.

4. Will there be any budgetary impacts? If yes, please explain in detail. ☒ No ☐ Yes

**D. EPA DIRECTIVES**

1. Will any Delegations of Authority, Orders or Manuals be affected? ☒ No ☐ Yes

If yes, please explain and attach the directive affected.

<b>E. ATTACHMENTS</b> <i>(Use the forms provided)</i>	
1. Staffing Plan Crosswalk <i>(Use Staffing Plan Template)</i> . Contact your servicing HR SSC for information <i>(Do not include social security numbers)</i> .	
2. Current Organizational Chart.	
3. Proposed Organizational Chart <i>(Must include all organization levels)</i> .	
4. Current Functional Statement.	
5. Proposed Functional Statement <i>(Must include all reporting levels)</i> .	
6. EPA Organization Code Change Request Form.	
<b>Assistant Administrator/Regional Administrator Approval</b>	
<b>Name:</b> Mathy Stanislaus	<b>Title:</b> Assistant Administrator, OLEM
<b>Signature:</b>  PDAA for	<b>Date:</b> 8/16/2016
<b>Human Resources Office/Program Management Office Reviewed</b>	
<b>Name:</b> Susan Smith	<b>Title:</b> HRO/PMO, OLEM
<b>Signature:</b> 	<b>Date:</b> 8/16/16
<b>Human Resources Shared Service Center Approval (Certifies Receipt of this Package)</b>	
<b>Name:</b>	<b>Title:</b>
<b>Signature:</b>	<b>Date:</b>

**Contact Information:**

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 Office of Human Resources  
 Policy, Planning and Training Division  
 Workforce Planning Branch  
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## **CURRENT FUNCTIONAL STATEMENT**

**DIVISION:** Resource Conservation and Sustainability Division

**OFFICE:** Office of Resource Conservation and Recovery

**HEADQUARTERS OR REGIONAL OFFICE (AA-ship):** Office of Land and Emergency Management

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**ORGANIZATION HEAD:** Director, Resource Conservation and Recovery Division

**REPORTS TO:** Director/Deputy Director, Office of Resource Conservation and Recovery

**FUNCTIONS:**

**Resource Conservation and Sustainability Division (RCSD):**

The Division is responsible for the following functions: promoting the reduction, reuse, recovery, and recycling of municipal, industrial and extractive wastes and the long term sustainable management of these materials; establishing collaborative partnerships with businesses and State and local governments to promote resource conservation and sustainability; developing policy, technical guidance, tools, and public information on sustainable materials management; and managing and implementing the national RCRA Waste Minimization program, including the National Partnership for Environmental Priorities (NPEP) and the Schools Chemical Cleanout Campaign (SC3). Additionally, the Division is responsible for developing data on municipal solid waste generation, recycling, and disposal, including land filling and incineration, and for measuring progress toward the national goals, and collecting data to support NPEP, SC3, and other waste minimization and recycling program goals. RCSD is responsible for the development and enhancement of tools to utilize these data to characterize the environmental benefits of source reduction and recycling, particularly with regard to conserving energy, reducing GHG emissions, reducing use of PBT chemicals and conservation of resources. RCSD is responsible for coordinating these efforts with intra- and interagency climate change programs and for interacting with outside groups including states, industry, environmental associations and academia to communicate and identify strategies to maximize safe recycling.

**Chemicals Management Branch (CMB):**

The Chemical Management Branch (CMB) within RCSD is responsible for the implementation of the RCRA Waste Minimization program, including the National

Partnership for Environmental Priorities (NPEP) and the Schools Chemical Cleanout Campaign (SC3). The CMB interacts with outside groups such as states, industry and environmental associations to communicate and implement source reduction goals, including policy and guidance on source reduction as the primary component of a materials management plan. CMB develops technical tools and analytical methods using environmental and health data, to establish priorities, implement, and measure progress in source reduction activities. The Division provides training and assistance to Regional and State source reduction and RCRA officials, and has significant interaction with external stakeholders, such as industry and environmental groups, on the use of health and environmental information for prioritizing and effectively implementing source reduction programs that will lead to the reduction of risk.

**Industrial Materials Reuse Branch (IMRB):**

The Industrial Materials Recovery Branch (IMRB) within RCSD is responsible for developing basic data on the characterization of industrial residuals, their generation, recycling, disposal, and energy production practices; developing general guidance on the management of industrial residuals and, where necessary or desirable, conducting studies of residuals generated by specific industries; developing Reports to Congress, regulatory determinations, and follow-on programs for industrial residuals; identifying, analyzing and, when appropriate, implementing regulatory and non-regulatory approaches to industrial materials recycling, including beneficial use and energy production that contribute to the conservation of resources and protection of human health and the environment; providing technical guidance and outreach materials to industry and government officials at all levels; working with regional staff, and developing and managing outreach programs that provide technical assistance to states, local governments, and owner/operators on the management, beneficial use, and energy production practices associated with industrial materials recycling.

**Materials Conservation and Recycling Branch (MCRB):**

The Materials Conservation and Recycling Branch (MCRB) within RCSD is responsible for developing programs, guidance, regulations, and outreach materials related to Sustainable Materials Management (SMM), focusing on source reduction, reuse, and recycling. This branch promotes the waste management hierarchy for decision-making for materials management. The Branch identifies and analyzes regulatory and non-regulatory approaches for improving the effectiveness of municipal waste prevention and recycling programs; fostering development and use of nationally-consistent data, including establishing standard measurement methodologies and developing national data summaries of SMM using these methodologies; developing outreach materials to assist federal agencies, state and local officials in establishing cost-effective composting, waste management and recycling programs; developing and implementing guidelines applicable to the purchase of recycled products; and working with Regional staff to implement the waste management hierarchy at the state and local level and with federal and



industry partners. The Branch is also responsible for developing data on SMM waste generation, recycling, and disposal, and for measuring progress and the benefits of reduction, composting and recycling. The Branch implements selected SMM priority focus areas (e.g., Sustainable Food Management (SFM), the federal government leading by example). The Branch integrates its activities with other related programs of the Agency.

**Municipal Source Reduction Branch (MSRB):**

The Municipal Source Reduction Branch within RCSD is responsible for fostering the pollution prevention/ resource conservation ethic; promoting the use of manufacturing processes that prevent or reduce waste and advocate the purchase and use of reasonably-priced recycled and source-reduced products; developing markets for less toxic raw materials, recovered materials, and materials and products that are recyclable and/or reusable; and implementing and analyzing the effectiveness of non-regulatory approaches aimed at improving municipal waste prevention and recycling programs. The Branch is also responsible for providing technical guidance and outreach materials to industry, Regional and State officials, and the general public related to waste prevention and recycling programs and, working with Regional staff, for developing and managing outreach programs that provide technical assistance to State and local governments on waste prevention and recycling.







## PROPOSED FUNCTIONAL STATEMENT

*Please enter information directly into this template using Times New Roman, 12 pt. Font*

**DIVISION:** Resource Conservation and Sustainability Division

**OFFICE:** Office of Resource Conservation and Recovery

**HEADQUARTERS OR REGIONAL OFFICE (AA-ship):** Office of Land and Emergency Management

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**ORGANIZATION HEAD:** Director, Resource Conservation and Sustainability Division

**REPORTS TO:** Director/Deputy Director, Office of Resource Conservation and Recovery

**FUNCTIONS:**

**Resource Conservation and Sustainability Division (RCSD):**

The Division is responsible for implementing the Sustainable Materials Management (SMM) Program. SMM is a systems-based and life cycle assessment-based approach to decision-making about how to provide goods and services with the least environmental impact. Sustainable materials management seeks to reduce materials use and their associated environmental impacts throughout the entire life cycle of a product or material (including generation, recycling, waste characterization, and reuse). As such, RCSD is responsible for the following functions toward implementing Sustainable Materials Management: promoting the reduction, reuse, recovery and recycling of municipal, industrial and other wastes and the long term sustainable management of these materials; establishing collaborative partnerships with stakeholders including other federal agencies, businesses, academia, non-governmental organizations, and state and local governments; facilitating dialog and collaboration with stakeholders; advancing the scientific and technical foundation; developing and disseminating policies, technical guidance, and tools; collecting and publicizing best practices, and developing and implementing outreach and communications strategies. RCSD is responsible for coordinating these efforts with intra- and interagency programs, international organizations, and for interacting with outside stakeholder groups including states, industry, environmental associations and academia to identify, communicate and implement strategies to further sustainable materials management. RCSD includes three branches:

**Sustainable Materials Branch (SMB):**

The Sustainable Materials Branch (SMB) is responsible for developing policies and practices for SMM, including a sound policy foundation for SMM based on life cycle assessment and life cycle thinking. SMB is responsible for developing policies and practices (e.g., voluntary approaches, guidance, technical tools, analytical tools, and outreach and communications strategies) to facilitate adoption and implementation of SMM across the national and international economies. As such, SMB collaborates with stakeholders to develop sound policies and approaches for SMM; develop technical, education, and communication tools for implementation of SMM; develop tools to advance SMM principles such as life cycle assessment, life cycle thinking, and life cycle data sharing; implement approaches to advance SMM in the national and international arenas; and develop life cycle-based implementation tools.

SMB is also responsible for implementing SMM in selected strategic areas related to SMM policies and practices such as international SMM implementation, Sustainable Electronics Management, value chain SMM, and SMM purchasing. SMB strategic areas may change over time based on resources and assessment of potential impacts.

SMB will collaborate with RCB who will provide expertise and support in SMM measurement.

**Materials Management Branch (MMB):**

The Materials Management Branch (MMB) is responsible for implementing SMM in strategic areas selected for having the greatest potential for reductions in environmental impacts across the life cycle in order to develop and demonstrate best practices for implementing SMM. As such, MMB collaborates with stakeholders by: convening and facilitating stakeholder dialog to collaboratively develop action plans; developing policies and guidance to implement SMM; developing and implementing voluntary programs such as partnerships, challenges, standards, leadership organizations, etc.; developing and implementing communications and outreach strategies including traditional/social media and education; and supporting infrastructure development for SMM practices; and documenting, demonstrating, and disseminating SMM best practices.

MMB implements SMM in strategic areas such as Sustainable Management of Food and the Built Environment. MMB strategic areas may change over time based on resources and assessment of potential impacts.



MMB will collaborate with SMB who will provide expertise and support in SMM policy and practice and with RCB who will provide expertise and support in SMM measurement.

**Resource Conservation Branch (RCB):**

The Resource Conservation Branch (RCB) is responsible for implementing measurement strategies for SMM. This includes developing, implementing, and documenting techniques, tools, programs, and data for measuring and documenting progress of SMM including material flows throughout the life cycle and environmental, social, and economic impacts. RCB implements methodologies to assess potential for reductions in environmental impacts for targeting of SMM efforts and for documenting results of the SMM Program. As such, RCB is responsible for: developing programs, guidance, reports, and outreach materials related to measuring SMM, including materials flows and environmental impacts; fostering development and use of nationally-consistent data, including establishing standard measurement methodologies and developing national data summaries; developing data on waste generation and management; developing and measuring progress toward national goals; tracking progress of SMM in the various strategic areas; and characterizing environmental benefits of SMM.

RCB is also responsible for implementing SMM in selected strategic areas related to SMM measurement such as Sustainable Packaging and Federal Government Leading by Example. RCB strategic areas may change over time based on resources and assessment of potential impacts.

RCB will collaborate with SMB who will provide expertise and support in SMM policy and practice.





# STAFFING PLAN CROSSWALK FORM (08/15/16)

ORGANIZATION NAME: OLEM/ORCR Resource Conservation and Sustainability Division

**NOTE(s): All eight columns must be completed by the program office. See instruction tab for detailed procedures on crosswalk completion. Please briefly explain proposed changes in the notes column, including the use of any standard position descriptions.**

## PROPOSED: IMMEDIATE OFFICE - KCA00000 (SAME ORG TITLE AND ORG CODE)

(A) Current Org Code	(B) Current Acronym	(C) Name	(D) Current Position Title/Series/Grade	(E) Proposed Position Title/Series/Grade (If Changed)	(F) Empl ID	(G) Realign (L)/Reassign (R)/No Change (NC)	(H) Notes
KCA00000	RCSD IO	Cheryl Coleman	Program Management (Division Director), ES-0304		00032955	NC	PD: new division description.
KCA00000	RCSD IO	Charlotte Mooney	EPS, GS-0028-15		00007632	NC	PD: new division description.
KCA00000	RCSD IO	Kimberly Cochran	EPS, GS-0028-15		00026415	NC	PD: new division description.
KCA00000	RCSD IO	Wendel Miser	Biologist, GS-0401-13		00002291	NC	PD: new division description.

## PROPOSED: SUSTAINABLE MATERIALS BRANCH (KCAC0000) (RENAMED ORGANIZATION)

(A) Current Org Code	(B) Current Acronym	(C) Name	(D) Current Position Title/Series/Grade	(E) Proposed Position Title/Series/Grade (If Changed)	(F) Empl ID	(G) Realign (L)/Reassign (R)/No Change (NC)	(H) Notes
KCAC0000	MSRB	Elizabeth Resek	Supv. EPS, GS-0028-15	Supervisory Chemist, GS-1320-15	00022932	L	New PD: new series, new organization descriptions, update functions.
KCAC0000	MSRB	Brandon Bray	Physical Scientist (Environmental), GS-1301-09		02333342	L	PD: New organization descriptions.
KCAB0000	MCRB	Jarrod Bridge	Biologist, GS-0401-09		02334287	L	PD: New organization descriptions.
KCAC0000	MSRB	Priscilla Halloran	Environmental Health Scientist, GS-0601-14		00002146	L	PD: New organization descriptions, update functions.
KCAC0000	MSRB	Janice Johnson	EPS, GS-0028-13		00007904	L	PD: New organization descriptions, update functions.
KCAC0000	MSRB	Kelly McAllister	Chemist, GS-1320-09		02332644	L	PD: New organization descriptions.
KCAC0000	MSRB	Eileen Naples	Program Analyst, GS- 0343-13		00023990	L	PD: New organization descriptions, update functions.
KCAC0000	MSRB	Karen Pollard	EPS, GS-0028-14		00008117	L	PD: New organization descriptions, update functions.

## PROPOSED: MATERIALS MANAGEMENT BRANCH (KCAA00000) (RENAMED ORGANIZATION)

(A) Current Org Code	(B) Current Acronym	(C) Name	(D) Current Position Title/Series/Grade	(E) Proposed Position Title/Series/Grade (If Changed)	(F) Empl ID	(G) Realign (L)/Reassign (R)/No Change (NC)	(H) Notes
KCAA0000	IMRB	Nicole Villamizar	Supv. EPS, GS-0028-14		00026078	L	PD: New organization descriptions, update functions.

KCAA0000	CMB	Lana Suarez	EPS, GS-0028-14	EPS (Assoc. Branch Chief); GS-0028-14	00023448	L	New PD: New organization descriptions, assoc. BC functions.
KCAA0000	CMB	Mark Baldwin	EPS, GS-0028-13		00027097	L	PD: New organization descriptions.
KCAD0000	IMRB	Christopher Carusiello	Environmental Engineer, GS-0819-07		02332855	L	PD: New organization descriptions.
KCAD0000	IMRB	Rita Chow	Chemical Engineer, GS-0893-13		00007203	L	PD: New organization descriptions, update functions.
KCAB0000	MCRB	Claudia Fabiano	EPS, GS-0028-14		00021093	L	PD: New organization descriptions.
KCAD0000	IMRB	Ksenija Janjic	EPS, GS-0028-13		00032093	L	PD: New organization descriptions, update functions.
KCAA0000	CMB	Tiffany Kollar	Program Analyst, GS-0343-13		00023957	L	PD: New organization descriptions, update functions.
KCAA0000	CMB	Marian Robinson	IT Specialist (Cust Spt), GS-2210-13		00002560	L	PD: New organization descriptions, update functions.
KCAA0000	CMB	Laurie Solomon	EPS, GS-0028-13		00006192	L	PD: New organization descriptions, update functions.
KCAA0000	CMB	Kristina Torres	EPS, GS-0028-14		00007276	L	PD: New organization descriptions, update functions.

**PROPOSED: RESOURCE CONSERVATION BRANCH (KCAB0000) (RENAMED ORGANIZATION)**

(A) Current Org Code	(B) Current Acronym	(C) Name	(D) Current Position Title/Series/Grade	(E) Proposed Position Title/Series/Grade (If Changed)	(F) Empl ID	(G) Realign (L)/Reassign (R)/No Change (NC)	(H) Notes
KCAB0000	MCRB	Ronald Vance	Supv. EPS, GS-0028-15		00027100	L	PD: New organization descriptions, update functions.
KCAB0000	MCRB	Swarupa Ganguli	Lead EPS, GS-0028-14		00027190	L	PD: New organization descriptions.
KCAB0000	MCRB	Kent Foerster	EPS, GS-0028-13		00027209	L	PD: New organization descriptions, update functions.
KCAB0000	MCRB	Terry Grist	EPS, GS-0028-14		00006257	L	PD: New organization descriptions, update functions.
KCAB0000	MCRB	Hope Pillsbury	EPS, GS-0028-13		00001638	L	PD: New organization descriptions, update functions.
KCAB0000	MCRB	Marlene Reddoor	EPS, GS-0028-13		00003242	L	PD: New organization descriptions, update functions.
KCAB0000	MCRB	Ryan Rubright	Biologist, GS-0401-09		02333056	L	PD: New organization descriptions.



Office of Land and Emergency Management  
Office of Resource Conservation and Recovery  
Resource Conservation and Sustainability Division

**Current** Organizational Chart



**Proposed** Organizational Chart





<b>EPA ORGANIZATION CODE CHANGE REQUEST FORM</b>
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(11/2015 Edition)

Proposed Effective Date: ASAP

REGION/AASHIP: OSWER/ORCR/RCSD - Headquarters

**Instructions:** Please complete the Organization code change form and forward it as part of the final reorganization package (without the examples). All requested changes will be reviewed by the agency's reorganization team for conformity with system code change procedures. Failure to provide this information may delay processing of this request. There must be one line for each Type of Change. Deleted organizations will be inactivated and the Current Organization Name and Organization Code needs to be provided. New organizations start at Type of Change with "New Organization" and fill in the rest to the right. Please provide the City and State, "Duty Location" of the new organization. When Renaming organizations, if it changes in the organizational level then that organization can not be changed. It needs to be listed as a Delete and a New Organization created with the new name. Renamings stay at the same level in the organization hierarchy.

[illegible]



